

U.S. DEPARTMENT OF COMMERCE

Performance Progress Report

2. Award or Grant Number

22-50-M09030

4. Report Date (MM/DD/YYYY)

07-19-2013

1. Recipient Name

State of Louisiana Division of Administration

6. Reporting Period End Date:

06-30-2013

3. Street Address

1201 North 3rd Street, Suite 2-130,

5. City, State, Zip Code

Baton Rouge, LA 70802

**7a. Project / Grant Period
Start Date: (MM/DD/YYYY)**

11-01-2009

7b. End Date: (MM/DD/YYYY)

10-31-2014

8. Designated Entity on Behalf of:

Louisiana

9. List the individual projects in your approved project plan

	Project Type (Data Collection, Capacity Building, Technical Assistance, etc.)	Project Name (if different from Project Type)	Total Federal Funding Amount	Total Federal Funding Amount expended at the end of this reporting period	Percent of Total Federal Funding amount expended
1	Data Collection	N/A	2,521,876	1,795,827	71%
2	Address File	N/A	1,082,057	299,241	28%
3	Capacity Building	N/A	1,304,846	862,789	66%
4	Technical Assistance	N/A	1,740,900	663,729	38%
5	N/A				
6	N/A				
			\$6,649,679	\$3,621,586	54%

10. Personnel

10a. If the project is not fully staffed, describe how any lack of staffing may impact the project's timeline and when the project will be fully staffed.

We are fully staffed.

10b. Staffing Table									
Job Title				FTE %	Project(s) Assigned			Change	
Assistant Director, Statewide Technology				5	Address File			No Change	
Assistant Director, Statewide Technology				5	Data Collection			No Change	
Louisiana Broadband Initiative Director				30	Data Collection			No Change	
Louisiana Broadband Initiative Director				15	Address File			No Change	
Louisiana Broadband Initiative Director				25	Capacity Building			No Change	
Louisiana Broadband Initiative Director				30	Technical Assistance			No Change	
Louisiana Broadband Initiative Analyst				10	Address File			No Change	
Louisiana Broadband Initiative Analyst				35	Capacity Building			No Change	
Louisiana Broadband Initiative Analyst				55	Technical Assistance			No Change	
				Add Row		Remove Row			
11. Subcontracts									
11a. Subcontracts Table - Include all subcontractors. The totals from this table equal the "Subcontracts Total" from the Program Budget Worksheet (Q. 12, Column 2, 3, and 4)									
Name	Subcontract Purpose	RFP Issued (Y/N)	Contract Executed (Y/N)	Start Date	End Date	Total Federal Funds Allocated	Total Matching Funds Allocated	Project and % Assigned (Example: Data Collection 75)	
Louisiana Geographic Information Center	Data Collection	No	Yes	03/01/2010	02/28/2013	502,880	97,455	DataCollection	50
Louisiana Geographic Information Center	Capacity Building	No	Yes	03/01/2010	02/28/2013	0	0	Broadband Planning	42
Louisiana Geographic Information Center	Address File	No	Yes	03/01/2010	02/28/2013	0	0	Address File	8
LSU Manship School Research Facility (regional broadband survey)	Capacity Building	No	Yes	08/01/2011	04/30/2012	40,000	10,000	Broadband Planning	100
LSU Manship School Research Facility (small business e-commerce survey)	Capacity Building	No	Yes	03/01/2010	02/28/2013	40,000	10,000	Broadband Planning	100
East Feliciana Parish Police Jury	Technical Assistance	No	Yes	01/01/2012	06/30/2013	26,955	9,564	Technical Assistance	100
St. Helena Parish Police Jury	Technical Assistance	No	Yes	04/16/2012	06/30/2013	80,000	20,000	Technical Assistance	100

City of Hammond	Technical Assistance	No	Yes	04/02/2012	06/30/2013	50,000	12,500	Technical Assistance	100
Washington Parish Government	Technical Assistance	No	Yes	03/15/2012	06/30/2013	80,000	20,000	Technical Assistance	100
Southern University Agriculture Center	Technical Assistance	No	Yes	04/16/2012	06/30/2014	97,150	24,287	Technical Assistance	100
Northeast Educational Development Foundation	Technical Assistance	No	Yes	03/15/2012	06/30/2014	109,500	27,375	Technical Assistance	100
North Delta Regional Planning & Development District	Technical Assistance	No	Yes	07/01/2012	08/31/2013	120,000	30,000	Technical Assistance	100
Coordinating and Development District	Technical Assistance	No	Yes	03/15/2012	06/30/2014	77,690	19,422	Technical Assistance	100
Coushatta Tribe of Louisiana	Technical Assistance	No	Yes	07/01/2012	06/30/2014	33,000	8,250	Technical Assistance	100
Louisiana Association of Planning & Development Districts	Technical Assistance	No	Yes	04/03/2013	06/30/2014	85,000	21,250	Technical Assistance	100
To be determined	Data Collection	No	No	07/01/2013	09/30/2014	388,194	144,488	Data Collection	100
To be determined	Technical Assistance	No	No	07/01/2013	09/30/2014	140,705	32,352	Technical Assistance	100

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11b. Describe any challenges encountered with vendors or subrecipients.

Address File Project: State agency consolidations from the 2012 Legislative Session impacted our Address File timeline, but we are now fully engaged and on-schedule to complete our Address File contractual deliverables by September 2014.

Technical Assistance Program: The contract of one of our sub-grantees (Capitol Area Technical College - Jumonville Campus) expired without incurring federal expenditures, so we are no longer reporting on this award. Another sub-grantee (East Feliciana Parish Police Jury) elected to cease project activities after completing 2 of their 3 contract deliverables. However, their expenditure rate was in line with the completed deliverables, so we are reporting the completed project (with contract expiration date of 6/30/2013) with a federal allocation of \$26,955, down from their original award of \$56,000. We have also extended the contract end date of 4 sub-grantees: 2 revenue-neutral extensions (SU Ag Center and Coushatta), 1 revenue decrease (Coordinating and Development Corporation, to correspond with reduced scope) and 1 revenue increase (NEED Foundation, to correspond with expanded scope).

12. Budget worksheet						
Columns 2, 3, and 4 will match your current project budget for your entire award, which is the SF-424A on file. Only list matching funds that the Department of Commerce has already approved.						
Project Budget Element	Federal Funds Awarded	Approved Matching Funds	Total Budget	Federal Funds Expended	Approved Matching Funds Expended	Total Funds Expended
Personnel Salaries	\$687,596	\$137,773	\$825,369	\$369,042	\$129,931	\$498,973
Personnel Fringe Benefits	\$251,000	\$44,599	\$295,599	\$135,494	\$43,229	\$178,723
Travel	\$19,000	\$9,000	\$28,000	\$5,988	\$5,567	\$11,555
Equipment	\$0	\$10,000	\$10,000	\$0	\$10,000	\$10,000
Materials / Supplies	\$80,000	\$553,263	\$633,263	\$18,069	\$225,308	\$243,377
Subcontracts Total	\$1,871,074	\$486,943	\$2,358,017	\$850,765	\$232,193	\$1,082,958
Construction	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$3,741,009	\$522,007	\$4,263,016	\$2,242,228	\$382,803	\$2,625,031
Total Direct Costs	\$6,649,679	\$1,763,585	\$8,413,264	\$3,621,586	\$1,029,031	\$4,650,617
Total Indirect Costs	\$0	\$0	\$0	\$0	\$0	\$0
Total Costs	\$6,649,679	\$1,763,585	\$8,413,264	\$3,621,586	\$1,029,031	\$4,650,617
% of Total	79	21	100	78	22	100
13. Hardware / Software						
13a. List any hardware/software purchased during this reporting period.						
N/A						
13b. Please note any hardware/software that has yet to be purchased and explain why it has not been purchased.						
N/A						
14. SBI PPR Project Attachment (Skip question 14b if Data Collection is your only project).						
14a. Complete a SBI PPR Project Data Collection Attachment and attach it to the PPR.						
14b. Complete a SBI PPR Attachment for each additional funded project and attach it to the PPR.						

15. Certification: I certify to the best of my knowledge and belief that this report is correct and complete for performance of activities for the purpose set forth in the award documents.

15a. Typed or Printed Name and Title of Authorized Certifying Official

Neal Underwood

Ass't Director Statewide Techn

15c. Telephone
(area code, number, and extension)
(225) 219-4025

15d. Email Address
neal.underwood@la.gov

15b. Signature of Authorized Certifying Official

Submitted Electronically

15e. Date Report Submitted
(MM/DD/YYYY)

08-02-2013